United Nations ST/SGB/2009/1

Secretariat

16 January 2009

# Secretary-General's bulletin

## Authority of the United Nations Office for Project Services in matters relating to human resources management

The Secretary-General, taking into account the recommendation of the Executive Board of the United Nations Development Programme/United Nations Population Fund (UNDP/UNFPA) set forth in its decision 2008/35 of 12 September 2008 and in order to further strengthen the way in which the United Nations Office for Project Services (UNOPS) is managed, promulgates the following:

**Section 1**
**Purpose**

The purpose of the present bulletin is to delegate to the Executive Director of UNOPS formal authority in matters relating to human resources management.

**Section 2**
**Scope of delegation of authority**

2.1 The Executive Director of UNOPS is delegated the authority to undertake the following, in accordance with the United Nations Staff Regulations and Staff Rules:

(a) Appoint staff members of UNOPS through the issuance of UNOPS letters of appointment, promote them and terminate their UNOPS appointments;

(b) Establish advisory bodies to advise the Executive Director on the appointment, promotion and termination of appointment of UNOPS staff members;

(c) Determine the entitlement of UNOPS staff members to allowances and benefits in accordance with applicable United Nations Staff Regulations and Staff Rules and related administrative issuances issued under the Secretary-General's authority;

(d) Establish a Joint Disciplinary Committee and impose disciplinary measures in accordance with chapter X of the Staff Rules;

(e) Establish a Joint Appeals Board to consider appeals against administrative decisions;

(f) Make exceptions to the Staff Rules subject to the conditions laid down in the relevant staff rule on amendments of and exceptions to the Staff Rules.

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2.2 The Secretary-General retains authority over matters not expressly delegated in the present bulletin, including:

(a) Award of compensation in the event of death, injury or illness attributable to the performance of official duties, as provided in the relevant staff rule and appendix D to the Staff Rules;

(b) Interpretation of the Staff Regulations and Staff Rules in cases involving issues that are likely to conflict with general policies within the United Nations;

(c) Decisions on appeals under staff rule 111.2 (p).

**Section 3**
**Exercise of delegated authority**

3.1 The Executive Director shall be accountable to the Secretary-General for the exercise of the authority delegated under the present bulletin.

3.2 The Executive Director may further delegate authority to UNOPS personnel, as he or she deems appropriate.

3.3 The Executive Director shall establish operational arrangements for the application of the present delegation of authority, including institutional mechanisms for the effective exercise of the Executive Director's authority in human resources management.

**Section 4**
**Final provisions**

The present bulletin shall enter into force on 1 January 2009.

(*Signed*) **Ban** Ki-moon
Secretary-General